

March 9, 2001

To: Natural Gas Distribution Operators

From: Glynn Blanton - Chief, Gas Pipeline Safety Division

Subject: Update 2001

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DOT Update

Operator Qualification Rule requires all natural gas and hazardous liquid pipeline operators to develop and maintain a written qualification program for individuals performing covered tasks on pipeline facilities. The rule's objective is to ensure a qualified work force and reduce the probability and consequence of incidents caused by human error. Your written qualification program must be in place by **April 27, 2001**. All individuals performing covered tasks must be qualified by **October 28, 2002**. Employees performing covered tasks on a regular basis prior to August 27, 1999 can initially be evaluated and qualified by documentation of past experience and on-the-job/industry-related training. Several organizations have developed model written plans

and training programs. Attached is a list of vendors and the services they provide.

Operators are encouraged to contact these vendors for help in complying with the Operator Qualification Rule. Reminder: civil penalties may be assessed if you do not have your written plan in place by April 27, 2001.

LNG Regulation Changes-Incorporation of Standard NFPA 59A in the Liquefied Natural Gas Regulations became effective **March 31, 2000**. This rule affects all new LNG facilities and existing facilities that have been significantly altered as of the effective date.

Drug and alcohol requirements under Parts 199 and 40 are being updated by the Research and Special Programs Administration (RSPA). The minimum random drug-testing rate for the pipeline industry will remain at 25% of covered employees for the year 2001. Also, each operator with 50 or more covered employees is reminded that the MIS EZ drug and alcohol report form is due in Washington D.C. **March 15, 2001**.

Annual Report forms (F7100.1-1) are due to the Information Systems Manager in Washington D.C. by **March 15, 2001**. A copy should be sent to the TRA Gas Pipeline Safety office by **April 1, 2001**. Late reports could subject

operators to possible civil penalties. Let us know if you need assistance with this form.

Damage Prevention

Tennessee Underground Utility Damage Prevention law ... SB 330 (Clabough) was introduced 2/01/01. This bill amends the current TCA 65-31-110 by adding, in part that, "(4) *Each utility, regardless of the use or material, shall be installed with sufficient clearance to permit the maintenance of existing utilities, and to protect against damage to existing utilities.*" We will continue to monitor the bill's activity.

Damage report forms are available from Tennessee One-Call. We strongly encourage your participation in completing the forms. These forms provide statistical data on the number of hits or damages occurring on all underground facilities. Damage reports can be filed electronically by visiting www.tnonecall.com or by faxing the information to Tennessee One-Call at 615-366-5021.

Dig Safely is a joint government and industry team that has developed the national campaign slogan, *Dig Safely*, with the four part message to *Call before you dig; Wait the required amount of time; Respect the marks; Dig with care.* This national campaign is being employed to educate the public on preventing damages to underground facilities. A new video entitled *Get the Dirt* will be made available to operators in the coming months. More *Dig Safely* information is available at www.digsafely.com.

One Call grant program (DOT/RSPA) has approved funding again this year for the Gas Pipeline Safety Division. This grant will be used to continue the *Dig Safely* awareness campaign set forth in 2000. Tennessee's Underground Utility Damage Prevention law is highlighted in the *Dig Safely* campaign information presented to local law and codes enforcement officials in Tennessee. To date, Clarksville Gas Department, Paris-Henry County Utility District, United Cities Gas-Kingsport, Humphreys County Utility District, Elk River Public Utility District, Hardeman-Fayette County

Utility District, Fayetteville Gas System, Gibson County Utility District, Oak Ridge Utility District, United Cities Gas-Brentwood, Memphis Light Gas and Water, and Knoxville Utilities Board have coordinated and sponsored *Dig Safely* presentations. Presentations are currently being given to in-service police officers in the Metropolitan Nashville Police Department. Thank you for your efforts in promoting the *Dig Safely* message in your area! Presentations may be scheduled by contacting Vicky Nelson at 800-342-8359 ext.184.

TRA Update www.state.tn.us/tra

Federal Inspection by the Southern Region Office of Pipeline Safety (OPS) resulted in a score of 100 for 2000. The annual review is conducted to ensure that the TRA retains its Natural Gas Pipeline Safety certification. The TRA agrees to carry out a program that enforces the standards contained in Parts 191-193, 199 and 40 of the Code of Federal Regulations.

Inspection Fees and active gas meter and services forms are due to the TRA on **April 1, 2001**. In accordance with TCA 65-4-308, "*any utility in default shall be liable to a penalty of ten percent (10%) per month or a fraction thereof on the amount of the fee.*" Each operator is responsible for filing this information with the TRA. Forms should be mailed to the TRA address to the attention of the accounting office.

Operation and Maintenance (O&M) Manuals and Emergency Plans are required to be reviewed/updated once each calendar year, not to exceed 15 months, per 192.605(a). Below is a list of emergency telephone numbers for the Gas Pipeline Safety Division, as well as the emergency number for the Response Center in Washington D.C.

****Note our new fax number****
615-741-1228

Gas Pipeline Safety Division Emergency Telephone Numbers

Office 1-800-342-8359 or 615-741-2844

| <u>Inspector</u> | <u>Extension</u> | <u>Home Number</u> | <u>After-Hours Cell Number</u> | <u>E-Mail Address</u> |
|-----------------------|------------------|--------------------|--------------------------------|-----------------------------|
| Glynn Blanton, Chief | 185 | (615) 370-1125 | (615) 476-4685 | gblanton@mail.state.tn.us |
| Earnest Burke | 182 | (615) 395-4655 | (615) 476-4691 | eburke@mail.state.tn.us |
| Bryan Carter | 133 | (615) 591-7608 | (615) 476-4728 | bcarter@mail.state.tn.us |
| Milton Henderson, Jr. | 187 | (615) 793-2350 | (615) 476-4716 | mhenderson@mail.state.tn.us |
| Brad Williams | 186 | (615) 383-6394 | (615) 476-4739 | bwilliams@mail.state.tn.us |
| Tom Woosley | 181 | (615) 230-7557 | (615) 476-4693 | twoosley@mail.state.tn.us |

Administrative Assistant may be reached at ext. 184

Washington DC Response Center: 800-424-8802

Note: New Fax Number effective immediately--615-741-1228

Reportable Incidents must be reported to the Gas Pipeline Safety Office and U.S.

Department of Transportation by the operator within **two hours** of discovery. An incident is reportable if it meets the requirements of Section 191.3 of the MFSS. It is the operator's responsibility to file the appropriate incident reports with both offices. Failure to report incidents to DOT within the two-hour time frame will result in civil penalty of \$5,000. Operators are reminded to use the above listed phone numbers when reporting incidents.

Notification of Construction must be furnished to this office in writing prior to beginning any construction of a pipeline 3 inches or larger and 2500 feet in length or equivalent. The following information should be provided: location; estimated date of start and completion; length and size of pipeline; and type of pipe being installed.

Violations Most Cited in 2000 (in descending frequency) are as follows:

192.13(c)-requires each operator to maintain, modify, and follow their written Operation and Maintenance procedures.

192.463-requires operators to provide a level of cathodic protection to the system that complies with one or more criteria chosen by the operator from Appendix D.

192.465(a)&(d)-(a) requires each operator to test the cathodic protection on the system once a

calendar year not to exceed 15 months. Test should be conducted by an individual qualified in pipeline corrosion control methods; (d) requires each operator to take prompt action to correct deficiencies found while monitoring the system.

192.605-requires each operator to address specific operating and maintenance functions in their O&M manual.

192.625(f)-requires the operator to periodically sample gas to assure that the odorant can be detected at or below one-fifth the lower explosive limit (LEL). Electronic device is necessary for this requirement.

192.723-requires a leakage survey to be conducted in business districts once each calendar year, with intervals not exceeding 15 months. Survey must be performed at intervals not to exceed five years outside business districts

192.513-requires each operator to pressure test plastic mains and services prior to activation of service.

192.739-requires operator to inspect and test regulator stations and relief devices each calendar year not to exceed 15 months.

Welding Forms may be sent via e-mail for issuance of welding cards. Be sure to include both sides of the form and any necessary correspondence. Send emails to Vicky Nelson (vnelson@mail.state.tn.us). Caution...form must be filled out in its entirety or it will be returned!

2001 Operator/Inspector List

Private Systems

Chattanooga Gas- Carter
Chattanooga/LNG- Burke
Cleveland Gas- Henderson
Counce Natural Gas- Williams
GASCO Distribution-
Henderson
Nashville Gas- Burke
Nashville LNG- Henderson
Red Boiling Springs- Burke
United Cities Gas Company
Bristol- Burke
Columbia- Woosley
Franklin- Carter
Greeneville- Williams
Johnson City- Williams
Kingsport- Henderson
Maryville- Carter
Morristown- Henderson
Murfreesboro- Burke
Shelbyville- Blanton
Union City- Burke

Municipal Systems

Adamsville- Williams
 Athens- Williams
 Athens(Ardmore)- Williams
 Bells- Henderson
 Bolivar- Williams
 Brownsville- Carter
 Centerville- Williams
 Clarksville- Carter
 Clifton- Henderson
 Collinwood- Henderson
 Cookeville- Burke
 Covington- Carter
 Dickson- Williams
 Dunlap- Carter
 Dyersburg- Burke
 Englewood- Carter
 Erin- Henderson
 Etowah- Carter
 Fayetteville- Burke
 Friendship- Burke
 Gainesboro- Burke
 Gallatin- Henderson
 Gallaway- Burke
 Halls- Henderson
 Harriman- Burke
 Hartsville- Williams
 Henderson- Williams
 Henning- Williams
 Henry- Henderson
 Hohenwald- Henderson
 Humboldt- Burke
 Jackson- Carter
 Jamestown- Burke
 Knoxville- Williams
 Lafayette- Henderson
 Lawrenceburg- Henderson
 Lebanon- Carter

Lenoir City- Carter
 Lewisburg- Carter
 Lexington- Burke
 Linden- Henderson
 Livingston- Burke
 Lobelville- Williams
 Loretto- Burke
 Loudon- Carter
 Madisonville- Henderson
 Marion- Williams
 Martin- Burke
 Mason- Henderson
 Maury City- Williams
 MLGW- Burke
 LNG/Arlington- Williams
 LNG/Capleville- Carter

Monteagle- Carter
Mt. Pleasant- Carter
Munford- Burke
Newbern- Williams
Obion- Carter
Parsons- Burke
Pikeville- Carter
Portland- Carter
Pulaski- Williams
Ridgetop- Williams
Ripley- Williams
Rockwood- Henderson
Savannah- Henderson
Selmer- Henderson
Smyrna- Henderson
Somerville- Williams
South Fulton- Burke
Springfield- Carter
St. Joseph- Williams
Sweetwater- Henderson
Trimble- Burke
Troy- Carter
Waynesboro- Burke

Utility Districts

Bedford County- Blanton
Citizens Gas- Carter
Claiborne County- Carter
Clay Gas- Woosley
Crockett Public- Williams
Elk River Public- Henderson
First UD of Tipton Co.-Burke
Gibson County- Williams
Hardeman-Fayette- Williams
Hawkins County- Williams
Horton Highway- Blanton
Humphreys County-
Henderson
Jefferson-Cocke Co.-
Henderson
Lake County- Henderson
Middle Tennessee
Crossville- Carter
Dayton- Burke
McMinnville- Williams

Smithville- Burke
Sparta- Henderson
Oak Ridge- Burke
Paris-Henry County-
Henderson
Poplar Grove- Carter
Powell-Clinch- Carter
Sevier County- Burke
Unicoi County- Carter
Upper Cumberland- Williams
West Tennessee Public- Burke

Housing Authorities

Athens- Burke
Cleveland- Henderson
Columbia- Burke
Covington- Carter
Gallatin- Williams
Harriman- Henderson
Hartsville- Williams
Humboldt- Henderson
Huntington- Burke
Jackson- Burke
Jefferson City- Carter
Johnson City- Williams
Kingsport- Williams
KCDC- Henderson
Lafayette- Henderson
Lawrenceburg- Carter
Lebanon- Carter
Lenoir City- Carter
Lexington- Williams
Livingston- Henderson
Martin- Henderson
McKenzie- Carter
Memphis- Carter
Metro Dev. & Housing- Carter
Murfreesboro- Henderson
Paris- Burke
Parsons-Decaturville- Burke
Portland- Williams
Pulaski- Burke
Sevierville- Henderson
South Pittsburg- Williams
Trenton- Williams
Tullahoma- Carter
Union City- Carter
Waverly- Burke

Apartments

Alexian Village- Burke
Avalon West- Carter
Concorde- Henderson
Ellis Street- Blanton
Georgetown- Carter
Green Hills Terrace-
Henderson
Home Builders Realty- Carter
Hamilton House- Carter

Kirby Pines Estates- Burke
Maple Village- Williams
Ravenscroft- Henderson
Roxborough Manor- Burke
Shepherd Hills- Williams
Weatherwood- Williams
Woodland Homes- Henderson

Mobile Home Parks

Fern Creek- Williams
Creskide Village- Carter
Old Trinity Estates-
Henderson
Stephens Park- Woosley
Volunteer Mobile Hm.- Burke

Intrastate Pipelines

COPCO- Williams
Fentress Gas Pipeline- Burke
Infinity Gas- Williams
TENGASCO- Carter
TEPSCO- Henderson
Titan Energy- Carter
Titan/Pickett Co.- Henderson
Upper Cumberland Nat.- Burke

Direct Sales

AcuPowder- Williams
 AFG Industries- Burke
 AFG/Kingsport- Henderson
 Alpha/Owens- Henderson
 Alcoa- Woosley
 Aluminim Recycling- Carter
 American Kraft Mills-
 Williams
 Aventis CropScience- Carter
 Bowater- Henderson
 Dept. of Energy- Henderson
 Eastman Chemical- Williams
 General Shale Products- Carter
 Glasteel Laminates- Carter
 Holston/Kingsport- Carter
 Holston/Mt. Carmel- Carter
 Occidental Chemical- Woosley
 Olin Corporation- Williams
 Smelter- Burke
 Solutia- Burke
 Tenneco Packaging- Williams
 Tennessee Air Ntl. Guard-
 Burke
 TVA (Gallatin)- Burke
 TVA (New Jhnsvllle)- Blanton
 UCAR- Henderson
 Willamette- Carter

